

# **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE BRISTOL COUNTY WATER AUTHORITY**

**Wednesday, September 14, 2011**

**450 Child Street, Warren Office, Warren, RI**

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**Pursuant to proper notice, the regular meeting of the Board of Directors of the Bristol County Water Authority was called to order by Chairman Jannitto at 6:00 pm, 450 Child Street, Warren Office, Warren, Rhode Island. Executive Director Pasquale DeLise, Legal Counsel Ms. Sandra Mack and the following Directors were in attendance at the commencement of the meeting:**

**William Gosselin, John Jannitto, Lloyd Matsumoto, Frank Nencka, Joseph Rego, Frank Sylvia**

**Director Absent: Allan Klepper**

## **HOUSEKEEPING**

**Minutes of the following meeting were reviewed.**

**Upon a motion duly made and seconded, it was**

**VOTED: That the minutes of the following meetings, be approved.**

**Special Board Meeting, Executive Session, August 3, 2011**

**Board Meeting, August 10, 2011**

**MOTION passed 5 -1, Director Sylvia abstained.**

## **AUDIT FINANCE**

**Director sylvia reported:**

### **Old Business**

**1. Meter Replacement Program Update, Manager of Commercial & Customer Service, Mr. Joseph Granata stated that 18 new meters were installed.**

**2. Rate Structure Revisited, Added to the Ad Hoc Committee.**

**3. Water Allocation Regulations (for Information Only), no news at this time.**

**4. Loan Application to RI Clean Water Finance Agency (for Information Only), Legal Counsel Ms. Sandra Mack stated that the Board needs to approve Series Resolution.**

**5. Janitorial Services, Executive Director DeLise stated this was advertised the week of 9/5/11 in local papers and on 9/7/11 in Providence Journal. The pre-bid will be 9/15/11.**

**6. Line of Credit, Executive Director DeLise stated the line of credit**

**will be with Washington Trust.**

### **New Business**

**1. Quarterly charge-Offs, Committee recommends approval as presented. Upon a motion duly made and seconded, it was VOTED: Committee recommends approval as presented in the amount of \$7,623.12.**

**Motion passed unanimously.**

### **PUBLIC RELATIONS/PERSONNEL COMMITTEE**

**Director Gosselin reported:**

#### **Old Business**

**1. Staff Employees Performance and Salary Review for FY11 (Executive Session), Committee requests this item to be put on hold. Director Gosselin requested item to be kept on agenda.**

**2. B&E Report, Committee recommends that Director Matsumoto's presentation and Director Klepper's "working paper" dated 8/3/11 be added to BCWA response and evaluations. Workshops held on 7/14, 7/20 and 7/27/11.**

**3. Senior Citizen Discount, item moved to the Ad Hoc Committee.**

**4. Manager of Accounting and MIS Position, Executive Director DeLise stated that 8 candidates had been interviewed. He will**

**interview the top 2 or 3 candidates.**

**Chairman Jannitto stated decision should be made by month end.**

**5. Legal Expenses January 2011 to date, Legal costs January 1, 2011 to August 19, 2011 is \$56,299. Legal costs March 1, 2011 to August 19, 2011 is \$38,374, FY12 Budget is \$60,000.**

**6. Recent Towns Council Meeting Concerning B&E Report, Executive Director DeLise stated that all questions had been answered.**

**7. Staff Employees Salary Adjustments FY12, Item to be taken off agenda.**

**8. Update of Job Descriptions (for Information Only), Executive Director DeLise stated that 3 job descriptions had been updated.**

### **New Business**

**1. Hurricane Irene (for Information Only, During the blackout, all necessary equipment and facilities (including Metacom and Nayatt Road Pump Station) were operated with emergency power. No system problems occurred.**

**Director Sylvia stated that the Emergency Plan that BCWA has in place is more than adequate.**

## **2. Pension Plan Quarterly Report, for information only.**

**Chairman Jannitto appointed Director Sylvia to the Search Committee for the Executive Director.**

**Chairman Jannitto appointed Manager of Customer and Commercial Services, Mr. Joseph Granata to the Tri-Town Legislative Study Committee.**

## **Engineering**

**Director Rego reported:**

### **Old Business**

**1. Water Treatment Plant Project Update, Executive Director DeLise stated that he had met with Mr. Ken Burke and his understanding of the conversation was that BCWA should connect to Pawtucket Water instead of rehabbing the Plant.**

**3. Serpentine Road Drainage Project Update, No news at this time.**

**4. Anawan Reservoir Spillway – Miscellaneous Damage Due to Heavy Rain the Week of March 29, 2010, Committee requests an approximate schedule of activities.**

**Executive Director DeLise stated that all applications have been submitted.**

**Ad Hoc**

**Director Rego reported:**

**New Business**

**1. Rates Structure, Director Rego made the following motion which was duly seconded.**

**MOTION: Effective March 1, 2012, for one year, BCWA accepts B&E recommendation for elimination of Block 4 and reduction of Block 2 in the rate structure. Reduce the service charge to the old charge before the rate increase.**

**Director Rego stated that retailers will be getting a slight decrease and large users will have a rate increase.**

**Director Sylvia stated that there are not enough Board members for a super majority vote.**

**Director Nencka stated that Warren is in the top 2 candidates for the Narragansett Brewery plant. They have done tests and reported that our water has the same composition as Colorado Rocky Mountain water. This may affect their decision if rates are going to increase.**

**Director Matsumoto stated that we should have a second proposal for rate increases to compare to B&E.**

**Director Rego stated that there were a lot of errors in the B&E report.**

**Motion – 3 Directors vote Aye, Directors Rego, Sylvia, Nencka. Voting Nay, Chairman Jannitto, Directors Gosselin and Matsumoto.**

**Director Rego – B&E stated that BCWA was not in compliance. This is wrong, we are in compliance with our rates. We should get a professional company to change our rate structure.**

### **NEXT STEPS**

- 1. Public Relations/Personnel Committee Meeting, Thursday, October 6, 2011, 5:15 p.m., Warren Office, Boardroom, 450 Child Street.**
- 2. Audit Finance Committee Meeting, Thursday, October 6, 2011, 5:20 p.m., Warren Office, Boardroom, 450 Child Street.**
- 3. Engineering Committee Meeting, Thursday, October 6, 2011, 5:25 p.m., Warren Office, Boardroom, 450 Child Street.**
- 4. Ad Hoc Committee Meeting, Thursday, October 6, 2011, 5:30 p.m., Warren Office, Boardroom, 450 Child Street.**
- 5. Special Board Meeting, Thursday, October 6, 2011, 5:35 p.m., Warren Office, Boardroom, 450 Child Street.**
- 6. Board of Directors Monthly Meeting, Wednesday, October 12, 2011, 6:00 p.m., Warren Office, Boardroom, 450 Child Street.**

**The Chairman made the following motion, which was duly seconded**

**MOTION: To accept the dates for the October meetings.**

**Motion passed unanimously.**

### **New Matters**

**1. Review of Job Performance of the Manager of Customer & Commercial Services (Executive Session RIGL 42-46-5(1)).**

**Upon a motion duly made and seconded it was**

**VOTED: To go into Executive Session under RIGL 42-46-5 (1)) to discuss job performance.**

**All presented voted Aye.**

**The Board went into Executive Session at 6:40 pm.**

**The Board returned to open meeting at 7:14 pm.**

**The Chairman made the following motion, which was duly seconded**

**MOTION: To adjourn the meeting.**

**Motion passed unanimously.**

**There being no further business, the meeting was adjourned at 7:15**



pm.

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**Lloyd Matsutmoto**  
**Secretary**